

City of Rigby
Council Meeting Minutes
September 4, 2012

Mayor Smith opened the meeting at 7:00PM Tuesday, September 4, 2012.

The mayor then opened the council meeting with Rick Lamoreaux lead the pledge of allegiance and Councilman Blackburn offered the prayer.

Mayor Smith asked the clerk to call the roll.

Councilman Simonson	Present
Councilman Maloney	Present
Councilwoman Hinckley	Present
Councilman Zimmermann	Present
Councilman Blackburn	Present
Councilman Day	Present

Also present: Attorney Rob Dunn, Chief Hammon.

Public Hearing -“2012/2013 Proposed Budget:

The Mayor asked if any person in attendance who had not signed up to speak regarding the proposed budget to please come forward.

Being none the Mayor asked the clerk to come forward and present the proposed 2012/2013 budget. The clerk indicated the proposed budget for the coming year totaled \$6,479,425 for all city funds. Included in the total budget amount were interfund transfers totaling \$829,950. Out of the interfund transfers of \$829,950 was \$637,000 that is being used in the proposed LID districts. If the LID districts are not approved then the transfers would not be used nor made. As for the revenues to support the expenditures of \$6.4 million the clerk indicated revenues from property taxes total \$1,125,660 which is under the maximum allowable amount by \$5,000. Other non-property tax receipts total \$4,480,315 which is made up of consumer fees for the enterprise funds; \$637,000 in interfund transfers for capital improvements (LID) and \$104,450 for internal service funds; sales tax, liquor apportionment, and highway users fees. Accumulated cash from sewer revenue (546,000), water revenue (275,000), arterial bridge/street fund (44,000) and drug fund (8,450) for a total of \$873,450 make the balance of revenues and cash to balance the proposed expenditures of \$6.4 million.

The clerk indicated the budget had been published as required, posted in the city hall and copies made available for public review. He indicated only one person came in and obtained a copy of the budget.

The Mayor then asked if any person would like to comment on the budget before the hearing was closed. Being none the mayor closed the hearing at 7:06PM and began the regular council agenda.

Approval of Kennel License -Mike Stoller:

Mike Stoller came forward and presented before the council an application for a kennel license for four dogs. (2 German Shepard, Mini Dachshund and bloodhound). The application contained consent from the adjoining property within 100 foot but for one residence. Stoller indicated the one homeowner who did not sign the consent he was unable to meet with.

Having no further comment from the council Councilman Simonson moved to approve the kennel license for Mike Stoller, seconded by Councilman Blackburn.

Mayor Smith asked the clerk to poll the council..

Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye
Councilman Blackburn	Aye
Councilman Day	Aye

License approved.

2012/2013 Adoption of Budget

The Mayor asked if there was any comment regarding the proposed budget. Councilman Blackburn asked the change made in the building department. The clerk explained the building permits are now being paid to and administered by the City of Rexburg and the building department has been integrated into the planning and zoning department.

Having no further comment from the council Councilman Zimmermann moved to approve the 2012/2013 budget as presented, seconded by Councilman Simonson.

Mayor Smith asked the clerk to poll the council.

Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye
Councilman Blackburn	Aye
Councilman Day	Aye

Budget approved.

The clerk then came forward and presented the council with an appropriation ordinance that needed to be published once in the paper and on September 18, 2012 adopt the ordinance relating to the budget. The ordinance would need to be approved at the next council meeting after being published.

Proposed 2012/2013 Fees

The clerk then presented the council with Resolution #163-2012 – 2013 Fees Schedule. The clerk explained all fees have been either held the same or increased under the 5% allowed but for the pass through tonnage fee. The pass through tonnage fee being a new fee is set for \$1.50 per month for a 90 gallon container and \$4.50 per month for a 300 gallon container. Being the pass through tonnage fee is new a public hearing will need to be held and Oct 2, 2012 is date set for the hearing. The pass through tonnage fee will not be implemented unless Jefferson County imposes the landfill tonnage fee on the city.

Councilman Day inquired what the residential rates would be for the coming year. The clerk indicated the new rates without the pass through tonnage fee decreased thirty cents from the prior year's rates. With decreases coming in sewer bond and sanitation rates (without regard to the pass through tonnage fee) and increases in water and sewer rates. All increases under 5%.

Having no further comment from the council Councilman Simonson moved to approve the 2012/2013 fees schedule, seconded by Councilman Maloney. .

Mayor Smith asked the clerk to poll the council.

Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye
Councilman Blackburn	Aye
Councilman Day	Aye

Fee Schedule approved.

Amending 2011/2012 Budget for Revenues and Expenditures

The clerk came forward and presented the council with a schedule of changes in the current budget which due to new information for revenues and expenditures needed to amend the current budget. The clerk recapped the changes as follows:

General Fund: Decrease in grants \$50,000

Park/Rodeo Committee: addition of the committee and revenues \$2,250

Water Revenue: Changes in various line items in expenditures net \$25,000 and increases in revenues \$25,000.

Sewer Revenue: Changes in various line items mostly legal/consultant for a net increase of \$175,000; revenues accounting for all but \$50,000 which is from cash.

(Copy of amendment attached to these minutes.)

Councilman Blackburn moved to approve the amended budget for 2011/2012, seconded by Councilman Zimmermann.

Mayor Smith asked the clerk to poll the council.

Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye
Councilman Blackburn	Aye
Councilman Day	Aye

Amended budget approved.

2011/2012 Audit Engagement

The auditing firm of Jensen and Paulsen submitted their audit engagement letter in which they propose to audit the city's financial records for the fiscal year ending September 30, 2012. Their audit fee is the same as in prior years, \$18,000, and calls for the audit to be completed on or before February 15, 2013.

The clerk recommended approval of the contract.

Councilman Simonson moved to approve the contract, seconded by Councilman Maloney.

Mayor Smith asked the clerk to poll the council.

Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye
Councilman Blackburn	Aye
Councilman Day	Aye

Audit contract approved.

Other Council Business

Community Open House – Sewer Const - Councilwoman Hinckley discussed the city hosting an open house to the citizens thanking them for their patience. She suggested Wednesday, September 26, 2012 for the hours of 1:00PM to 5:00PM with pictures of the various phases during construction – before and after. She would also like to have Keller’s and DePatco in attendance.

LID Informational Brochure: Councilman Zimmerman inquired as to the status of the brochure Keller’s indicated they would be preparing. The clerk updated the council on a meeting he had with Mike Jaglowski this afternoon along with Rick Lamoreaux. The projected cost of the brochure/flyer – 2,400; doing door to door interviews – 2,100; conducting two open houses – 3,300 ea. for a total of \$11,000. The clerk indicated all could be completed prior to Sept 19, 2012. The need for a second open house – city wide was questioned given the limited time available. The process would include Dove Ave. The door to door interview could be either done in one evening or spread over two evenings. The clerk inquired if they were authorized to proceed with the proposal. Comment made from council that the authorization was approved at last council meeting for the mayor to decide.

Retrofit City Buildings Lights: Councilman Day asked about the status of the upgrade of the three city buildings. Clerk responded that he had contacted Field Electric, Rod Sorenson, and Scott Curtis for proposals. Curtis has been in but has not submitted any figures. The Clerk will contact them this coming week and put the item on the next council agenda for decision.

Review and Approval of Bills

Council reviewed the bills. Councilman Blackburn asked about the bill for crack seal on the parking lots. Lamoreaux indicated the parking lots were the Jensen Furniture lot and the lot east of Broulim’s.

Councilman Maloney moved to approve the bills for payment, seconded by Councilman Zimmermann.

Mayor Smith asked the clerk to poll the council.

Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye
Councilman Blackburn	Aye
Councilman Day	Aye

Approval of Minutes –

Councilman Day noted the polling of the council had been omitted on the resolution vacating the alley. Clerk noted a roll call had been performed and the minutes would be corrected to reflect same.

Councilwoman Hinckley moved to approve the minutes as corrected, seconded by Councilman Zimmermann.

The Mayor asked all in favor, with none opposed.

Public Comment

The Mayor asked if any person in attendance would like to make a statement to the council.

Being no public comment the mayor indicated the council needed to enter into executive session.

Executive Session:

Councilman Zimmermann moved to the council enter into executive session per Idaho Code 67-2345(f) to communicate with counsel, seconded by Councilman Maloney.

Mayor Smith asked the clerk to poll the council.

Councilman Simonson	Aye
Councilman Maloney	Aye
Councilwoman Hinckley	Aye
Councilman Zimmermann	Aye
Councilman Blackburn	Aye
Councilman Day	Aye

Council enters executive session at 7:40PM.

Council exit executive session at 8:03PM.

Adjournment:

Councilman Simonson moved to adjourn, seconded by Councilman Zimmermann.

Voice poll: All in favor none opposed.

Meeting adjourned at 8:05PM.

City of Rigby

Keith Smith, Mayor

ATTEST:

David Swager, Clerk